



MINUTES OF THE MEETING of Hadlow Down Parish Council  
held in the committee room at Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday January 7<sup>th</sup> 2014.

*Note – this a draft copy to be agreed and amended, if  
necessary, at the next Council Meeting.*

Present: Councillors Sandra Richards (SR) (Chair), Nathan James (NJ) Clare Emsden (CE), Michael Lunn (ML) and the Clerk Helen Simpson-Wells.

**218. PUBLIC QUESTIONS** – 2 members of the public confirmed that the new drain in Hut Lane was working very well during the recent heavy rain.

A member of the public highlighted a blocked culvert in Wilderness Lane. *The Clerk will contact Highways to see if this can be rectified during the upcoming road closure.* **Clerk**

A member of the public highlighted that during the power cut on 1<sup>st</sup> January there was a delay in rectifying the problem as the engineer needed to get the key to the substation. The Clerk had also been contacted by another member of the public regarding this issue who had requested that a key be kept in the community. It was felt that it would be unlikely that this would be allowed. *The Clerk will write to National Power Network to complain.* **Clerk**

**219. APOLOGIES AND REASON FOR ABSENCE** received from Cllrs. Graham Terry (GT) and Damon Wellman (DW).

**220. DECLARATIONS OF INTEREST** – CE and SR have previously confirmed a personal interest in the precept.

**221. POLICE REPORT** – the Clerk advised that she had been contacted by CI Pike who wants the PCSOs to be reporting on trends in crimes and what can be done about these, rather than just listing the crimes in the area. In his absence PCSO Davies reported on recent problems.

**222. MINUTES OF THE MEETINGS** held on 3<sup>rd</sup> and 12<sup>th</sup> December 2013 were agreed and signed as true records.

**223. MATTERS ARISING (from previous meetings):**

i. CE confirmed that she had written to the Rights of Way team regarding Green Lane 24, she is awaiting a response from them and *will report on this at the next meeting.* **CE**

ii. Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:

a. She received confirmation that the hedge had been cut in Five Chimneys Lane.

b. AVG have declined to reimburse the Parish Council (PC) for the problems with their security package.

c. Planning permission would be required to move the telegraph pole near the junction of Main Road and Tinkers Lane and if it wasn't considered dangerous or a health and safety issue, there would be a charge to apply for the pole to be moved. The Clerk had visited the site and although the pole was an obstruction it was still possible to see any traffic beyond it. It was agreed not to take this any further.

**: 224a. PLANNING MATTERS:**

i. **LAWFUL DEVELOPMENT PROPOSALS** – SR had attended the recent Community Centre committee (HDCC) meeting and advised that the committee have asked whether the PC would submit Lawful Development Applications to extend the Village Hall and the Pavilion and whether the PC agreed for these to be submitted before a newsletter is issued to villagers informing them of why the HDCC are applying for the Lawful Developments.

The Chair opened up the meeting to the public for this agenda item.

Nigel Harrison, on behalf of the HDCC, gave further information on the application, they are applying for a 30% increase in the size of each building, this new size would then be used for any application for the new Community Centre, although it would not necessarily be restricted to this size.

A member of the public highlighted that at a previous meeting with WDC it was confirmed that if a new

Community Centre wasn't built, that the Village Hall could still be increased by 30%, if the Lawful Development proposal had been agreed.

The PC all agreed with the HDCC applying for the LDPs on both buildings and for the HDCC to complete the Lawful Development Proposal forms and send them onto the Clerk to be checked and signed and that this should be done as soon as possible.

ii. **APPLICATIONS RECEIVED AFTER THE ISSUE OF THE AGENDA** – the Clerk proposed that a note be put on future agendas advising that 'any planning applications received between the date of issue of the agenda and the date of the meeting may be discussed and a response agreed at the meeting. Details of the application will appear on the village website'. This was rejected by Councillors.

**b. APPLICATIONS:**

i. **WD/2013/2447/F – WILDINGS WOOD, RIVERSIDE TN22 4EX** – Extension to cottage – The Parish Council fully support the application. (4/0)

ii. **WD/2013/2332/F – LAND AT HOPE FARM, BRICK KILN LANE TN22 4EH** – Replacement equestrian barn – The Parish Council fully support the application. (4/0)

**c. APPROVED PLANNING APPLICATIONS:**

i. **WD/2013/2146/LB & 2145/F – WAGHORNS, WAGHORNS LANE** – Single-storey kitchen extension/utility and cloakroom.

ii. **WD/2013/2151/FA – HASTINGFORD FISHERY, HASTINGFORD LANE** – Variation of condition 6 of WD/04/2927/F

iii. **WD/2013/2191/F – SOUTH VIEW, WILDERNESS LANE** – Remodelling and extension of dwelling (amendment of previously approved scheme WD/2013/1198/F).

**225. REPORTS FROM CLLR. ROY GALLEY (RG) ESCC and CLLR. KEN OGDEN (KO) WDC** – RG advised that they are currently discussing Council Tax. He asked for comments on Highways performance during the recent bad weather. Highways feel that the work done on the roads in the summer has meant less potholes, although the roads may have been affected by the heavy rainfall. He also highlighted the power cuts in December. The PC advised that the potholes wouldn't be so bad if Highways did more work on the ditches and gullies, to be raised at the SLR meeting. It was also highlighted that the debris cleared from the gullies was then placed next to the gully and washed back into it at the next heavy rainfall. RG advised that he, DW and CE are meeting with the Police Commissioner in January, rural crime is on the agenda and he asked that DW and CE have some points to raise regarding this. KO advised that Five Ashes have received a grant for a new Village Hall. WDC are currently consulting on the modifications to the Strategic Sites Local Plan.

**226. BANK RECONCILIATION:** –dated 24<sup>th</sup> December 2013 was agreed and signed.

**227. OTHER FINANCE MATTERS –**

i. The quarterly financial report was sent to Councillors prior to the meeting. The Clerk went through some of the items, no questions were raised.

ii. The payment of £100 to Hadlow Down Village Hall for hall hire, that was signed at the 3<sup>rd</sup> December meeting, was ratified at this meeting.

**228. VILLAGE COMMUNITY PLAN** – the Chair had produced a report from the Working Party's meeting, all agreed that this was a true reflection of what had been said. The group are going to look at the footpaths and bridleways to see what work is required and will try and get grants to fund this.

**229. HIGHWAYS** – the Clerk updated the PC on the outstanding Highways items which included the resurfacing of Hastingford Lane, this is with the Assets Management Team who will decide whether it will be resurfaced in 2014/15. The Highways steward is meeting with the Clerk and CE in January to discuss the outstanding work.

It was highlighted that part of the side of Hastingford Lane has eroded, *the Clerk will report to Highways.*

**Clerk**

The Clerk confirmed that the replacement 30mph sign near Wilderness Lane was put on a 10 week ticket before Christmas.

**230. PLAYING FIELD:**

i. Grant for the drainage work – the HDCC committee had their grant application to Sport England turned down, they will be resubmitting, however they need a letter of support from the PC and confirmation that the PC will support the ongoing maintenance of the Playing Field. Councillors had been sent details of 3 years projected income and expenditure. It was confirmed that the PC couldn't commit to ongoing expenditure as a future PC may not agree with it.

The Chair opened up the meeting for Fiona Shafer (FS) to comment on point 230.

Fiona Shafer, representing the Playing Field committee, advised that the maximum grant has now increased so they may be able to apply for further funding in the future. The PC all agreed to send a

letter of support and that the PC would provide financial funding however no figure or timescale could be given on this. *SR and the Clerk will draft a letter, to be copied to all Councillors.* **SR/Clerk**

- ii. Committee's response to the RoSPA report – FS confirmed that the only outstanding item they have is a tree inspection which they will be organizing. FS is clarifying some of the wording on the insurance paperwork and whether the new timescale would relate to items identified in the 2013 report or from the 2014 report onwards. The Clerk will review the insurance documents.

*The Clerk will forward the committee's response to the RoSPA report to the PC, to be signed off at the February meeting.* **Clerk**

**231. NEW COMMUNITY CENTRE** – the Chair had forwarded her notes from the recent HDCC meeting to Councillors. Once the Lawful Development Proposals have been agreed the committee can move forward. The Chair agreed for FS to comment on this item

FS advised that she and Janet Tourell met with a representative from ESCC who will help them with grant applications. They are looking into the Reaching Communities Grant which Five Ashes successfully obtained for their new village hall.

**232. RISK ASSESSMENTS** – *NJ will do the quarterly risk assessments, he will complete these for the February meeting.* **NJ**

**233. PRECEPT** – the Clerk had received a request for a grant from Heathfield Partnership, it was agreed that at this late stage the PC would not be able to agree a grant for them. The PC are still waiting to hear from the Government about the council tax referendum threshold principles and were therefore not able to agree the precept at this meeting.

**234. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**

- i. Cllr. Nathan James advised that he'd kept in touch with tree surgeons during the recent bad weather, main roads had been cleared of trees but not all of the back roads, he had cleared 1 fallen tree himself.

It was highlighted that trees near the crossroads in School Lane were touching the power cables, *the Clerk will report to National Power networks.* **Clerk**

SR & NJ have a meeting regarding the emergency plan in January, they will then arrange a meeting of the committee.

- ii. Cllr. Michael Lunn highlighted flooding in Five Chimneys Lane, *the Clerk will request that the gullies be cleared.* **Clerk**

- iii. Cllr. Clare Emsden advised that she has meetings with the Highways Steward and the Police Commissioner and spoke on behalf of the Parish Council at the Epiphany Service.

NJ confirmed that the tree that fell down at the Playing Field has been dealt with.

CE highlighted the work that was required to the surface of Hall Lane. *NJ will discuss with DW and JT.* **NJ**

**235. CLERK'S MATTERS:**

- i. The Clerks hours were agreed and signed

**236. ACCOUNTS FOR PAYMENT** - the following payments were agreed and cheques were signed:

- i. Helen Simpson-Wells. Salary £723.21 includes £4.50 mileage and £7.05 expenses, £620 already paid by standing order, therefore cheque raised for £103.21
- ii. The Society of Local Council Clerks £87.10 subscription
- iii. Friends of East Sussex Record Office £24.00 subscription, paid using the power given in Local Government Act 1972 s.137.
- iv. AJW Grounds Maintenance Services £80.00 play area maintenance
- v. HM Revenue and Customs £142.06 tax and national insurance

One further cheque for £80 for AJW Grounds Maintenance Services for the play area maintenance was also signed and will be ratified at the February meeting.

**237. TRAINING:**

- i. SALC 2014 training events, it was agreed for DW to attend.
- ii. WDC Parish training, it was agreed for DW, SR and NJ to attend.
- iii. Standards Committee presentation – it was felt that a presentation wasn't necessary, a number of Cllrs. had attended a previous presentation.

**238. CORRESPONDENCE REQUIRING A RESPONSE:**

- i. WDC 2014/15 budget and 2014 to 2019 medium term financial strategy consultation – no response made.
- ii. Proposed Submission Strategic Sites Local Plan and Community Infrastructure Levy Draft Charging Schedule modifications – no response made.

**239. CORRESPONDENCE NOT REQUIRING A RESPONSE:**

- i. The Clerk advised the PC of the following forthcoming Highways works:  
Buxted Railway Bridge Sign Improvements for 2 weeks commencing 13<sup>th</sup> January. There will be a road closure at the bridge on 13<sup>th</sup> & 14<sup>th</sup> January between 10pm and 5:30am.  
Carriageway patching and drainage works in Wilderness Lane for up to 5 days commencing 20<sup>th</sup> January, the road will be closed to through traffic.  
BT aerial cabling and tree cutting work in Etchingwood Lane for 5 days from 27<sup>th</sup> January. There will be a temporary road closure.
- ii. Friends of East Sussex Record Office News - NJ, CE and ML to visit The Keep, decision to be ratified at the February meeting.
- iii. WDC are giving some PCs a presentation on the Issues and Options document. They do not consider Hadlow Down to be a priority for this and have confirmed that the position with the development boundary being removed won't be changed. It was highlighted that the village is impacted by the increased traffic going through it from new developments. *The Clerk will contact WDC and request a presentation.*  
**Clerk**

**240. ITEMS TO GO ON NEXT AGENDA:**

- i. Update from the Emergency Plan meeting.
- ii. Agenda items for the SLR meeting

**241. ENTRANCE TO THE PLAYING FIELD** – discussed in closed session

**The meeting closed at 8:50pm**